



PR/116725 | HRD Manager

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1522386

Industry

Logistics, Storage

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

February 18th, 2025 12:46

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

HRD Manager

Work location: Praram3, (onsite100%)

Job Responsibilities;

- Create HRD Strategics & annual training plan.
- TNA & design training road map for a whole company in Asia.
- Implement Leadership Program.
- Work closely with GM of HRD to develop company Academy Website & KM in organization.

- Preparation, facilitating, conduction of classrooms (Onsite & online training), follow up, coaching and on the job training.
- Monitor training effectiveness of programs delivered.
- Perform training administration duties, maintain training records and submit training record to department of skill development.
- Design and develop training courses and On The Job training plan.
- Maintain and develop internal support to achieve service quality standards.
- Provide Orientation program and follow up for newly hired on board.
- Maintain LMS (Learning management system) and Learning class online.
- Liaise with various stakeholders and external parties for any training requirements.
- Actively support and recommend continuous improvement pertaining to training processes.

Job Qualifications;

- Bachelor's degree or higher in any field
- At least 8 years' experience in Learning & Development (Learning solution design, Training delivery and Organize training)
- Good interpersonal, communication, problem-solving skills, creative thinking, self-motivated, and result-driven.
- Trainer/Facilitator skill is a plus.
- Good computer skills in Microsoft office (MS Excel, MS Word, MS PowerPoint).
- Able to communication in English.
- Able to work well under pressure.

Company Description